

INITIAL REPORT
INSTRUCTION PAGE

This page is Debtor's information and instruction and should not be filed.

Items to be included in the Initial Report:

A. Initial Report Cover Page with declaration (Form provided);

B. A copy of the Debtor's Balance Sheet as of the date of the Order for Relief; (Label as Exhibit "1") (See note below)

C. A copy of the Debtor's Income Statement for the thirty (30) day period immediately preceding the Order for Relief; (Label as Exhibit "2") (See note below)

D. Statement concerning insurance:

1. Is worker's compensation insurance in effect? (Attach copy of certificate of insurance or binder.)
2. Are other insurance policies (i.e. fire, liability, etc.) in effect? (Attach copy of policy face page or binder.)
3. Give expiration dates of policies.
4. Are all insurance payments current? If not, give status. (Form provided as Exhibit "3".)

E. Statement concerning taxes:

Are post-petition federal and state withholding and payroll taxes current? List any delinquencies. (Form provided as Exhibit "3".)

F. Provide a statement concerning use of cash collateral, which, at least, incorporate the following:

1. Will cash collateral be necessary to fund Debtor's post-petition operations?
2. ~~Has Debtor filed any request for use of cash collateral under 11 U.S.C. § 363 or § 364.~~ (Form provided as Exhibit "3".)

G. Provide a four (4) month projection from operations for period following the date of Order for Relief. (Form provided as Exhibit "4".);

H. Execute and attach Designation and Acceptance of individual responsible for discharging Debtor's duties. (Form provided as Exhibit "5".);

I. Execute and attach Designation and Acceptance of individual responsible for preparation of financial reports for Debtor-in-Possession. (Form provided as Exhibit "6".);

J. Execute and attach receipt and certification concerning operating requirements (Form provided as Exhibit "7".);

K. Attach Debtor's § 345 Bank Account certificate. (Form provided as Exhibit "8".)

NOTE: For items "B" & "C" - You may use the Balance Sheet and Income Statement forms provided at Exhibit's "A" & "E" in the Monthly Operating Report Packet or, the debtor may use their pre-bankruptcy accounting formats for the items "B" & "C" in the Initial Report; If at a minimum, the financial statements are prepared in accordance with generally accepted accounting principles. (However, the debtor must have written approval from the U.S.T. office to use pre-bankruptcy accounting formats for the Monthly Operating Reports. See Monthly Operating Affidavit item 6.(1))